



THE KENYA NATIONAL EXAMINATIONS COUNCIL

'On the Frontline in Quality Assessment and Examinations'

All official correspondence should be addressed to:
The Council Secretary/Chief Executive



KNEC is ISO 9001:2008 Certified

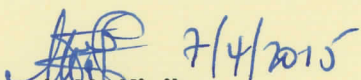
REF: KNEC/GEN/CS/B&T/CIR/2015/APRIL/001

7th April, 2015

SUBJECT: HARMONIZATION OF CIRCULARS: KNEC/GEN/TD/CIR/PSE/NOV/2014/003 AND KNEC/GEN/EA/B&T/CIRC/10/2014 FOR REVIEWED BUSINESS AND TECHNICAL EXAMINATIONS REGULATIONS

This is to bring to the attention of ALL Post Schools Business and Technical institutions and their candidates that the two circulars address the same issues as outlined in each. For purposes of clarity and to harmonize the two circulars please note as follows:-

- 1.0** Candidates awarded a final grade, CRNM will be required to sit for only those papers missed in the examinations and not ALL papers as has previously been the policy.
- 2.0** The ceiling for re-sitting referral paper(s) will be five (5) times within a period of five years as opposed to the two times in three (3) years there before.
- 3.0** Candidates are allowed to sit for a preceding higher module examination even if they have referrals at a lower module examination. A candidate sitting for a higher module examination and having not cleared a referral at a lower module cannot sit for both at the same series. One can only take one of the two in one series and the other one in the subsequent series. All referrals at a given level e.g certificate course must be cleared before progressing to the next level e.g. diploma. This is so because certification at craft certificate level is an entry requirement to diploma programme.
- 4.0** Candidates awarded a '**Fail**' in an examination will be required to re-sit ALL the papers in subsequent examination series except for the Project paper if they passed in it. The project scores will be carried over in all subsequent re-sits.
- 5.0** Candidates who fail the project paper will be required to re-sit the project at an institution and a letter of undertaking from the institution must be presented to KNEC as proof of supervision for the project.
- 6.0** Candidates with referrals in Technical Education Programmes (TEP) are required to re-sit for these referrals irrespective of the year of the examination if the syllabus under TEP is still operational. This is to ease transition from TEP to TVET (Technical Vocational Education and Training). When a TVET equivalent syllabus starts being examined, a TEP programme takes three years in which it is phased out.


Dr. Joseph M. Kivilu
CHIEF EXECUTIVE OFFICER

HEAD OFFICE: National Housing Corporation Building, Aga Khan Walk, P O Box 73598 – 00200 City Square, NAIROBI, KENYA
Telephone: (+254-20) 341098/50/71, 317419/12/13, 341113 **Fax:** (+254-20) 2226032
E-mail: exams@kneec.ac.ke; **Website:** www.kneec.ac.ke